

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE JULY 16, 2019 MEETING

President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:14 p.m. on Tuesday, July 16, 2019 in the Main Library's Small Meeting Room.

Present: Craig Cooper, Tom Engelmann, Steve Imming, Judie Lance, Sylvia Roba and Malavika Shrikhande. Matt Casillas and Naghme Motto attempted to connect by GoToMeeting but audio issues in the room did not allow them to communicate. Absent: Amanda Motto.

Guests: Laura Genis, FRIENDS of the Davenport Public Library President; Marion Meginnis, Third Ward Alderman and City Council Liaison.

Library Staff: Amy Groskopf, Director; Lexie Reiling, Assistant Director; Tracy Moore, Development Officer; Kasey Shipley, Recorder.

Engelmann motioned to approve the consent agenda. Shrikhande seconded and all approved.

Public with Comment: None.

FRIENDS Report: Genis reported the FRIENDS have been working through revising their Investment Policy over the last year and it should be ratified at the next meeting. The Special Events committee is in the early stages of planning a fall event to showcase the library. The capital campaign committee is working on assignments for asks. A \$500 donation to the Fairmount Block Party in August and \$25,000 for library programming were approved.

Finance Committee: Engelmann reported that some of the end of year spending was over budget in some lines, noting that building maintenance can be tough to balance.

Personnel Committee: Roba had nothing to report.

Advocacy Committee: Shrikhande reported the River Bend Foodbank served 127 guests at the event at Fairmount in June with the mobile pantry. She spoke to a few that appreciated having reading and food together. Imming and Brittany Peacock from the Library's Community Outreach department manned a table with crafts. September 21 is the next date at Fairmount.

Director's Report: Groskopf noted that 700 have now finished the Summer Reading Program; up from the 500 in her report written Thursday. The Staff Association is gathering numbers for staff attending the showing of The Public on August 2 and she will share that information for pizza purchasing purposes. The library has received a civil rights complaint. Staff is gathering information to share with city legal and they will respond to the State's Commission. Groskopf shared that a customer has complained about bedbugs at Fairmount saying we should post a sign at the entrance. Groskopf contacted the Scott County Health Department and they do not recommend that, noting that measures the library is taking are correct and they did not have other recommendations. It may provide a good topic for a program to make residents aware of some new pests in the area such as a new breed of tick, bedbugs, mosquitoes carrying the West Nile virus, etc. Some open positions in the library are being examined and a change is being considered. A full-time technical services clerk may be changed to part-time, moving a benefits package to upgrade a customer service clerk to full-time. Also, a part-time principal clerk in Community Outreach that is vacant may better serve the library if change to a part-time library assistant. Pay is slightly higher but the scope of duties would be a better fit in the department. No incumbents would suffer as all are open positions or would better the situation of current employees. The last note is with final circulation numbers for FY19, Main's circulation is up 0.5%. She will share the final statistics for FY19 at the August meeting. Engelmann noted the changes in the statistic report make it easier to read.

Council Liaison: Meginnis thanked the library for its participation in Party in the Parks program. They have been well-attended neighborhood events. The Dream Project was announced last week. There are grants available to current homeowners for up to \$15,000 and new home buyers up to \$25,000 if the homes are in the designated areas. A new historic district has been approved downtown near Second and Perry. Another district is being mapped and includes the library. The process can take up to a year. She is on multiple flood task forces working with Canadian Pacific Railroad, the impacts to Main Street Landing project and on the task force that includes 22 members with interests in the downtown, experts in their fields and city officials. It will be a long process as they explore the options and develop recommendations. There is an article she will share from Scientific American that included Davenport in a story about Mississippi flooding. If you are interested in viewing their meetings, those recordings are on the city's website. An overview by Robbin Dunn on flood mitigation is something she found particularly interesting.

New Business: Imming reminded the board that each year they must approve the library director's general wage increase since the library has a board of directors. The other supervisors in the library received 1%. Lance motioned to approve a 1% general wage increase for Groskopf beginning July 1. Roba seconded and all approved.

Old Business: Imming presented the Loitering Policy revision discussed in June for approval. Shrikhande motioned to approve with a second by Engelmann. All approved. The second policy presented for approval was the Gift Acceptance Policy which adds language related to implementation and the board's role to determine recognition of gifts, including naming opportunities. Roba motioned to approve with a second by Engelmann. There was some discussion on what that means and how it is interpreted. This would cover donor wall designs, gift levels included on a wall and things along that line. All approved the revised document. Groskopf asked the Trustees how they would prefer training is presented for the new fiscal year. Links to articles on library trends and innovative services with discussion at the end of a monthly meeting would work for most. Shrikhande said she liked the tour given by Groskopf and Reiling during Davenport U evenings at the library and believes it would be informative for Trustees. Links to webinars or recordings from the State Library or the Iowa Library Association. Information on strategic planning was suggested; creating a survey similar to the one the consultant did should be something we can do in-house and distribute through websites and social media. Roba prefers podcasts, and recommended reading The Library, a book about the Los Angeles Public Library. She also reported her daughter lives in St Paul, MN and they recently stopped charging fines. Their circulation doubled. Her daughter also likes that Davenport has drop boxes at some grocery stores. Groskopf noted that eliminating fines may be explored by RiverShare after seeing how juvenile items being fine free goes after a year or two. It is easier to do together as a group. Some libraries rely on the fine revenue as an income source. Shrikhande reported she attended a meeting with a consultant the city has hired to research marketing and branding. She shared some of what the library does at that meeting. Imming encouraged attendance at the "Who Was George Davenport" program.

With no further business, Engelmann motioned to adjourn at 12:58 p.m. All approved.

Respectfully submitted,
Kasey Shipley, recorder